

**CETA RECOMMENDATIONS
CONTINUED FROM BOTTOM FRONT PAGE**

These recommendations are to be approved or disapproved at their next general meeting of the CETA Board of Directors on January 11, 1978.

Basically the recommendations fall into three categories: organizational modification, staffing increases and improved administrative procedures.

Another area which requires some modification is the organizational structure. There are three major modifications proposed:

1. Elimination of the Deputy Director position (Sandy Blake) and creation of two Assistant Director positions which are directly responsible for the operation and supervision of the divisions.
2. Elimination of the Chief of Operations positions (Leo Johnson) and the addition of a Compliance Officer (Administration.) The first position should not be refilled.
3. Place the Department of Human Resources under the administrative review of the City Manager.

It should be stressed that the purpose of this modification would be to control and systematize the administrative practices of the CETA operations and not to come between the Executive Director and the Executive Board regarding the policy decision-making process.

The present organizational structure of the Department of Human Resources (CETA) appears to have evolved by the City reacting to both formal and informal communications from the U.S. Dept. of Labor. This reaction led to the separation of the organization into six sub-organizational units:

1. Planning
2. Fiscal
3. Equal Employment Officer
4. Grants
5. Operations (which includes Management Information System Unit & Subcontractors)
6. Public Service Employees.

The result appears to have fragmented the communications system, and in some instances, developed artificial lives of authority.

Basically, the Dept of Human Resources has operated as an informally structured program with the decision-making point, regardless of the magnitude of the decision always resting in the hands of the Executive Director.

The creation of the Deputy Director position implies a direct line of authority over all the functional units in the organization. The hiring of the Deputy Director has not accomplished the intended purpose due to the circumvention of the established organizational structure. The Deputy Director was hired in May, 1977 and within a few months it became necessary to create a Functional Table of Organization which outlines the lines of Authority. What appears to be implied is that either the aura of cooperation is totally lacking, or that the organizational chart developed by the CETA administrative staff does not present a true picture of the lines of communication or authority.

Operations was another area that has lost much of its original functions.

What has actually occurred is that the federal funding has grown to such an extent that it is now impossible to effectively operate the CETA programs by the same methodologies.

The recommendations is to consolidate the management of the administrative organization into two distinct operational units.

1. The first unit would handle all of the operations and program administrative matters.
 2. The other unit would be responsible for all program planning and the evaluation function for both the entire program as well as the subgrantee agency projects.
- The two units would be provided support by an administrative unit which would be responsible for all central operational functions.

The last organizational subdivision would be the equal employment opportunity compliance unit. This unit would be responsible for subgrantee agency compliance reviews.

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PUBLIC NOTICE

The City of Las Vegas announces that PUBLIC HEARINGS will be held to consider applications for COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS. Approximately \$1,885,000 in BLOCK GRANT FUNDS will be available for the Fourth Year. The application will be submitted to the Department of Housing and Urban Development (HUD) March 20, 1978. Funds will be available July 1, 1978.

WHAT IS THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM?

It is a Federally-funded Program intended to eliminate slums and blight and preserve and maintain viable urban communities. It is intended to primarily benefit low and moderate income persons within the City of Las Vegas.

TOPIC: APPLICATIONS FOR BLOCK GRANT FUNDS.

WHEN: January 4, 1978 - 2:00 P.M. and January 18, 1978 - 2:00 P.M.

WHERE: CITY HALL COMMISSION CHAMBERS, 400 E. Stewart Avenue, Las Vegas, Nevada 89101.

PROCEDURE: JANUARY 4, 1978 - The Commission will review all applications submitted and will consider the recommendations of the Citizen Participation Review Committee. Citizen comments will be invited.

JANUARY 18, 1978 - The Commission will make final decisions regarding the Application to be submitted. Citizen comments will be invited.

FOR FURTHER INFORMATION CONTACT: Department of Funds, Coordination and Projects, City Hall, 400 E. Stewart Ave. Las Vegas, Nevada 89101. (702) 386-6462.

Here is another place on the Westside now open for business. The T & C Skating & Social Emporium at 798 N. "A" St. is open and rearing to go.

Besides skating, there is a game room, disco room, and snack bar. The disco room may be rented for private parties and/or dances. Dinners may be held if you have them catered.

Let us support our own Westside by utilizing the facilities on our own side of town such as the T & C Skating & Social Emporium.

Phone 384-6164 for any information concerning the rental for your parties; or just come on out and skate and enjoy yourselves.



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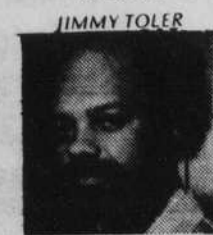
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